



POSITION VACANCY ANNOUNCEMENT

NGSD-HRO-16- ADOS-22

Opening Date: 6 April 2016

Closing Date: 20 **May** 2016

AMENDMENT

BRANCH OF SERVICE: ARMY NATIONAL GUARD

POSITION TITLE: RESET Manager

LOWEST/HIGHEST GRADE AUTHORIZED: SFC thru MSG; 2LT thru CPT; WO1 thru CW2

DURATION OF ASSIGNMENT: 1 Jun 16 – 30 Sep 16. This position is ADOS and is dependent on availability of funds. Orders may be extended or revoked depending on funds availability, job performance, continued need for the position, and mission requirements.

ORGANIZATION: South Dakota National Guard Surface Maintenance Office

SELECTING OFFICIAL: COL Timothy Moran
Deputy Chief of Staff-Logistics
6743 (1-605-737-6743)
timothy.p.moran2.mil@mail.mil

LOCATION: Surface Maintenance Office Rapid City, SD

Announcement does not constitute commitment to fill position.

POSITION DESCRIPTION:

- Managing work orders for ARI, SRU and LBE equipment from Reset eligible units.
- Manage time cards and leave for Reset personnel.
- Prepare and submit budgets thru the Surface Maintenance Manager to NGB.
- Submit monthly progress reports to NGB.

QUALIFICATION REQUIREMENTS:

- a. General: Applicant must be a member or become a member of the SD National Guard.
- b. Applicant cannot have a temporary profile.

- c. Experience, education or training which demonstrates knowledge of equipment, supervise preventative maintenance tasks and repairs, and is able to use common tools and equipment in the line of work.
- d. Other: Applicants must be able to complete the determined tour of military duty prior to ETS. Applicants must have reliable transportation and live within fifty (50) miles of the duty station. Outside employment associations and off-duty conduct/activities must be consistent with federal directives on ethics and with state and federal conflict of interest policies. Position may require weekend or evening hours.

Submit the following:

1. DA Form 1058-R (Army Guard).
2. Current Retirement Point Assessment Statement (RPAS) NGB 23A.
3. Letter of Recommendation from Unit Commander.
4. Resume.
5. Most recent Medical Operational Data System (MODS) Individual Medical Readiness Record (IMRR)
6. Most recent AITS height and weight printout
7. Most recent DA Form 5500 or 5501[If height and weight listed on AITS height and weight printout is above the limits of Table 1 (Screening Table Weight) AR 600-9]
8. APFT Score Card (DA 705) with a successful passing score within 12 months.
9. Copy of any permanent profiles

Applications must be postmarked by the closing date and mailed to address below:

SD National Guard
HUMAN RESOURCE OFFICE
ATTN: SSG James Blackwell
2823 West Main Street
Rapid City, SD 57702-8170

FULL TIME EMPLOYEES OF THE SOUTH DAKOTA NATIONAL GUARD: Applicants will notify their full-time supervisor and respective Directorate/MACOM Administrative Officer of their decision to apply for this position.

EQUAL OPPORTUNITY: The South Dakota National Guard does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy and gender), national origin, political affiliation, sexual orientation, marital status, retaliation, parental status, or other non-merit factor.